

	INDIANA DEPARTMENT OF CHILD SERVICES CHILD WELFARE MANUAL	
	Chapter 10: Adoption/Permanency	Effective Date: August 1, 2008
	Section 11: Child Social Summary	Version: 1

POLICY	OLD POLICY: 706.2, 714.12
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The Indiana Department of Child Services (DCS) will complete a [Child Social Summary](#) for **every** child in out-of-home care with a permanency plan of adoption within 30 days of filing a petition for Termination of Parental Rights (TPR).

DCS will provide the prospective adoptive parents with the [Child Social Summary](#); in an effort to assure that the prospective adoptive parents are aware of and able to provide for the child's needs.

Code References

[IC 31-19-17: Preparation of Adoption History for Adoptive Parents](#)

PROCEDURE

The Family Case Manager (FCM) will:

1. Gather the following:
 - a. All available social, educational, psychological, medical, and genetic information,
 - b. Information about the child's strengths, likes and/or dislikes, needs, current life style, and behavior patterns, and
 - c. Any known expectations for future development and functioning of the child, if the child has any physical, developmental, or psychological challenges.
2. Complete the [Child Social Summary](#) annually if necessary or until adoption occurs;
3. Provide the prospective adoptive parents with a copy of the [Child Social Summary](#) and answer any questions the family may have;
4. Assist the prospective adoptive parents in determining their ability to meet the child's needs; and
5. Submit the [Child Social Summary](#) to the regional Special Needs Adoption Program (SNAP) Specialist for recruitment when no adoptive family has been identified for the child. (See separate policy [10.06 Making a Special Needs Adoption Program \(SNAP\) Referral](#)).

The FCM Supervisor will review the [Child Social Summary](#) and provide any necessary feedback.

PRACTICE GUIDANCE

N/A

FORMS AND TOOLS

1. [Tool 10.A: TPR Checklist](#)
2. [Tool 10.B: Child Social Summary](#)

RELATED INFORMATION

N/A